Candidate Information Bulletin

UTAH

Deception Detection Examiner

Examination

- Utah Deception Detection Examiners Law and Rules Examination

- Utah Deception Detection Examiner Examination

Registering for the Examination

Examinations are administered five days a week (Mon.-Fri.) at Experior located at 5486 South 1900 West, Suite C, Taylorsville, Utah 84118, and once per month in St. George, Utah. Register for the examination either:

1. **By mail.** Complete the enclosed Examination Application and return it by mail <u>with your exam fee(s)</u> to Experior. You will be scheduled for an appointment at the first available time approximately one week after your application is received. Experior will mail you an admission letter providing you with the exact date and time.

2. **By telephone.** You can schedule your appointment by calling Experior at (801) 355-5009, between 8:30 a.m. and 4:30 p.m., Monday through Friday, and paying for your examination using a major credit card (MasterCard or Visa).

Payment must be made in advance. You may reschedule your examination for a $10.00 rescheduling fee up to the time of your appointment. If you fail to appear for your appointment, your examination fee will be forfeited and you must reapply for the exam. No exceptions. **All examination fees are nonrefundable and nontransferable.**

Licensure Process

Upon completion of all licensure requirements including passing the examination, submit a complete application for licensure to:

By US Mail

Division of Occupational and Professional Licensing
P.O. Box 146741
Salt Lake City, Utah 84114-6741

By Delivery or Express Mail

Division of Occupational and Professional Licensing
160 East 300 South, 4th floor
Salt Lake City, Utah 84111

Applications for licensure are available on the Internet at
http://www.commerce.state.ut.us/web/commerce/dopl/dopl1.htm

You may also obtain them from:
Experior
5486 South 1900 West, Suite C
Taylorsville, Utah 84118
(801) 355-5009

Examination Fees (subject to change)

The fee for the Utah Deception Detection Examiner Law and Rules Examination is **$55.00**.

The fee for the Utah Deception Detection Examiner Theory Examination is **$55.00**.

Fee includes same-day score.

Computerized Testing

Examinations are administered using Experior's user friendly, windows-based, computerized testing system. Experior uses IBM compatible personal computers, similar to what you may have at home or in your business. You do not need any computer experience to use this system. In fact, you will only need to use five keys on the keyboard to take the test. (The other keys are disabled—there is no way you can harm the computer, the program, or the test by touching the wrong key.)

Prior to beginning your examination you can take a practice exam to become familiar with the computer testing system. A staff member will be available to help you if you need further assistance.

You will receive your score at the conclusion of the examination.

Walk-In Testing

Candidates may "walk in" and test on a space-available basis for an additional $10.00 fee. No reservation is required. The examination fee plus the walk-in fee must be paid prior to taking the examination.

Candidates with Special Needs

If you require a special testing accommodation under Americans with Disabilities Act (ADA), please contact Experior to obtain an Accommodation Request Form. You will be required to submit written verification of your disability prior to scheduling your examination.

Out of State Candidates

If you are out of state, you may arrange with Experior to take the exam at any recognized testing center such as a university or community college. You must make the arrangements with the testing center and then send Experior the required information along with the fee that includes an additional $50.00 out-of-state testing fee. Please include the following:

1. Candidate name, address, and phone number

2. Name of Exam

3. Testing Center name, address, phone number, and the name of the contact person

4. Test Fees: exam fee (including additional $50.00 testing fee).

Candidates are responsible to pay the testing center any required fee.

Experior will mail the exam in a sealed envelope to the contact person at the testing center with instructions for administration. Experior will ship exams to the testing centers within one week after requests have been received. Candidates are responsible to check with the testing center to make sure the exam has arrived by the testing date. Candidates will have a two-week period to take the test once the exam has been shipped to the testing center.

After the exam, the testing center will then mail the exam back to Experior for scoring and the scores will be mailed to candidates within one week. Candidates are responsible for reporting their scores to the state.

Note: All out-of-state candidates will take paper/pencil exams.

What to Bring to the Exam

Bring a form of picture identification, such as a driver's license, and your admission letter.

Scoring

Your score is based on the number of questions you answer correctly. You will not be given credit for any question which has been answered incorrectly, left blank, or has more than one answer marked. Be sure to mark an answer for each question.

Description of the Law Exam

The Utah Deception Detection Examiner Law and Rules Examination is a closed-book exam that consists of 50 multiple-choice questions. You will have 2 hours to complete this examination. A minimum of 75% of the exam questions must be answered correctly to pass the examination.

Law Exam References

A Study Guide (consisting of two booklets) has been prepared to assist you in preparing for the Law examination. This Study Guide includes every question that could be included on the actual examination along with the answers, a content outline listing the sources from which the examination was developed, and relevant sources (i.e., state statutes, rules, etc.). The cost of the Study Guide is $20.00 (plus shipping/handling and tax). You may order this Study Guide by calling Experior or by completing and submitting the enclosed Order Form.

Description of the Theory Exam

The Utah Deception Detection Examiner Theory Examination is a closed-book exam that consists of 80 multiple-choice questions. You will have 2 hours to complete this examination. A minimum of 75% of the exam questions must be answered correctly to pass the examination.

Theory Exam References

1. *Forensic Psychophysiology Using the Polygraph: Scientific Truth*, James A. Matte
2. *Mosby's Medical, Nursing, and Allied Health Dictionary*
3. Any curricular materials from approved polygraph schools